

# CALIFORNIA ARMY NATIONAL GUARD

## REQUEST FOR NETWORK (CA-ARNG DOMAIN) ACCOUNT

Users must complete this form and return the signed copy to the DOIM, either by mail (OTAG, Box 4), or by FAX to (Commercial) 916-854-3083 (DSN) 466-3083 (CAGNET) 63083

<b>Applicant's Information:</b>		<b>Applicant's Phone Number:</b>	
Name: _____ <i>Printed:</i> <i>Last Name</i> <i>First Name</i> <i>Middle Initial</i> <i>Rank</i>		(____)____-____	
<b>Unit/Activity Information:</b>		<b>Office Symbol:</b>	
UIC: <u>W</u>		_____	
Unit Designation: _____		<b>Unit/Activity Phone Number:</b>	
Mailing Address: _____		(____)____-____	
City/State/Zip: _____ CA _____		<b>Unit/Activity FAX Number:</b>	
Is Dial-Up access required for this account? (check one) <input type="checkbox"/> Yes <input type="checkbox"/> No		(____)____-____	
<p style="text-align: center;"><b><u>USE POLICY</u></b></p> <p>Use of the California Army National Guard network accounts for E-mail and Internet access is restricted to official California Army National Guard use only. Further, use of the network, E-mail and Internet is restricted to UNCLASSIFIED material only.</p> <p>The following activities are prohibited:</p> <ul style="list-style-type: none"><li>▪ Communications to solicit business, advertise, or engage in other selling activities in support of private business enterprises (e.g., real estate, tax preparation services, insurance, Amway products, cosmetics, etc.).</li><li>▪ Fundraising activities.</li><li>▪ Uses that would reflect adversely on the National Guard or which is incompatible with public service (e.g., chain letters; harassing e-mail; dirty jokes or ethnic slurs based upon race, color religion, sex, national origin, age, or handicap; surfing pornographic or sexually oriented sites; or downloading pornography or sexually oriented material).</li><li>▪ Group electronic mailings to offer items for sale or other personal purposes (e.g., selling an automobile or renting a private residence).</li><li>▪ Political activities (e.g., Hatch Act Amendments, 5 U.S.C. 7321-7325, prohibit civilian employees and military technicians from using their official authority to influence an election result and engaging in political activity while on duty; 18 U.S.C. and DoD regulations prohibit use of military authority to influence the vote of Armed Forces members; the Anti-Lobbying Act, 18 U.S.C 1913, prohibits using Federal funds in furtherance of "grass roots" lobbying efforts to induce members of the public to contact Congress on pending legislation or appropriations).</li></ul> <p>California's Section 502 of the Penal code prohibits tampering, interference, damage, and unauthorized access to lawfully created computer data and computer systems. It includes criminal penalties for introducing contaminants (viruses and worms) into computer systems and networks, allows the court to seize the hardware and software used in the commission of a computer crime, and allows the courts to consider prohibiting persons convicted of computer crimes from ever having access to computers in employment.</p> <p>Any use of Government communications resources is with the understanding that such use is generally not secure, not anonymous, and subject to monitoring.</p> <p>Inappropriate use of the e-mail system and/or Internet access may be a basis for consideration of disciplinary action.</p> <p>The Directorate of Information Management reserves the right to monitor and log any or all network activity, with or without notice, therefore, users shall have no expectations of privacy in the use of these resources.</p>			
<p style="text-align: center;"><b><u>APPLICANT'S CERTIFICATION</u></b></p> <p><b>I certify that the above data is true and correct. Also, I acknowledge and agree that:</b></p> <ul style="list-style-type: none"><li>▪ I have read the Use Policy and agree to comply with the terms and conditions.</li><li>▪ All activity conducted with California National Guard resources and while doing California National Guard business is the property of the California National Guard.</li><li>▪ Government owned, leased and funded resources (including telephones, facsimile machines, e-mail and other access to the Internet) will only be used for the performance of official duties.</li><li>▪ Data, software and hardware will be protected to the best of my abilities.</li><li>▪ Proprietary and copyrighted material will be appropriately protected.</li><li>▪ Security incidents will be reported to the ISSO immediately.</li><li>▪ Users will only use their individually assigned login ID &amp; will protect passwords and access numbers as FOUO.</li><li>▪ Users will access only the resources as authorized &amp; will abide by applicable security regulations.</li></ul> <p><b>I, the undersigned, have read the above and will comply to the best of my ability.</b></p> <p>Applicant's Signature: _____ Date: _____</p>			
<p style="text-align: center;"><b><u>COMMANDER/SUPERVISOR'S VALIDATION, VERIFICATION &amp; AUTHENTICATION SECTION</u></b></p> <p>DOIM will notify the supervisor (using e-mail address provided below) to provide account information after the requested account has been established</p> <p>Commander/Supervisor's Name: _____ <i>Printed:</i>      <i>Last Name</i>      <i>First Name</i>      <i>Middle Initial</i>      <i>Rank</i></p> <p>E-Mail Address: _____ Phone: (____)____-____</p> <p><b>To conduct daily business this person has an official need for a network logon and password.</b></p> <p>Commander/Supervisor's Signature: _____ Date: _____</p>			

(Users are encouraged to visit the CNG Help Desk Page at [http:// www.calguard.ca.gov/doim/helpindex.htm](http://www.calguard.ca.gov/doim/helpindex.htm) for more information!)